

ILIO TC Meeting Notes

Meeting Information

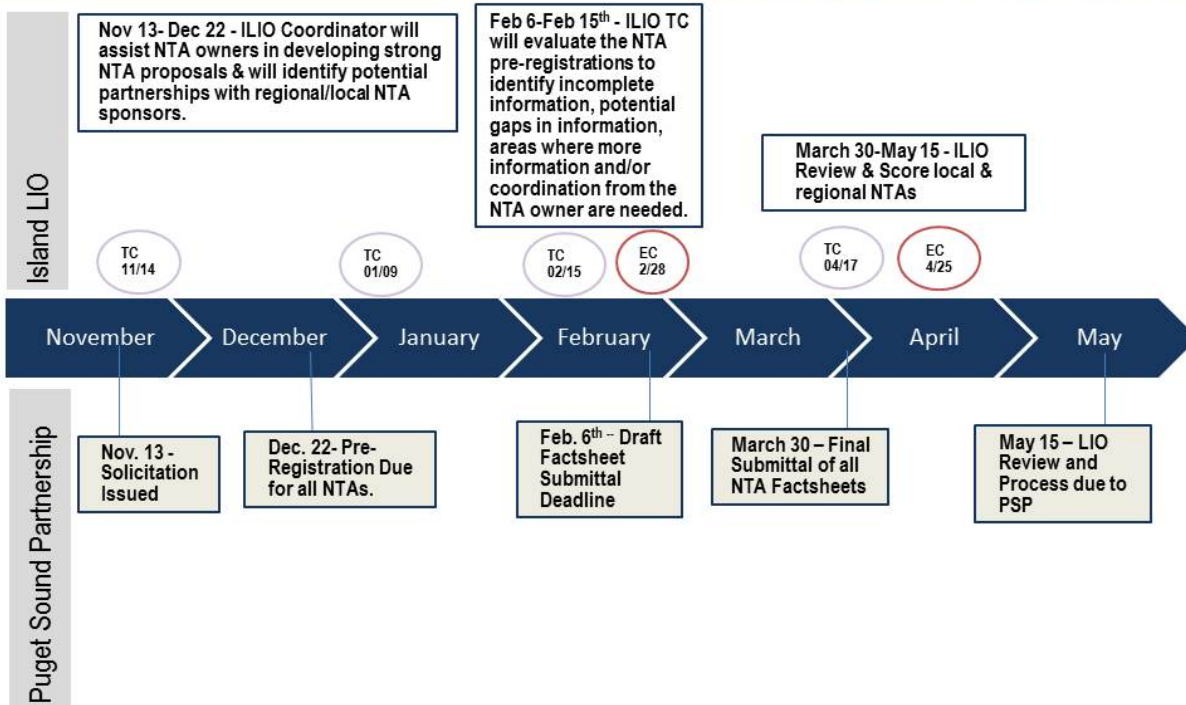
Meeting Date:	November 14, 2017		
Meeting Time:	9am-10am		
Meeting Location:	Law & Justice Building, Room 131 1 NE 6 th Street, Coupeville		
Meeting Attendees	Lori Clark	David Trimbach	
	Suzanna Stoike	Kelsey Loch	
	John Lovie	Stan Walsh	
	Keith Higman	Jenny Schofield	
	Dawn Pucci	Barbara Bennett	
	Matt Zupich		
Meeting Objectives:	<ul style="list-style-type: none"> Review and Discuss 2018 AA Regional NTA Evaluation Rubric Process & Key Dates State of the Sound Report Discussion 		
	Total Time:	60 minutes	

Minutes

Topic:	Updates	Action Item Owner:	Lori												
Decisions Made and Action Item(s):	none														
Follow-up Items:	none														
Notes:	<ul style="list-style-type: none"> 2018-2022 Action Agenda Solicitation was released. Supporting NTA information sessions and workshops are being offered by PSP. 														
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #4F81BD; color: white;"> <th style="text-align: left;">NAME</th> <th style="text-align: left;">DATE & LOCATION</th> <th style="text-align: left;">SHORT DESCRIPTION</th> <th style="text-align: left;">ATTENDANCE</th> </tr> </thead> <tbody> <tr> <td>Regional Priorities & NTA Solicitation Webinar</td> <td>11/20/2017 10:00AM-12:00 PM Webinar</td> <td>Strategic Initiative Leads introduce regional priorities and answer questions. Please review Solicitation Appendix A prior to webinar.</td> <td><i>Optional: Open to all</i> JOIN THE WEBEX</td> </tr> <tr> <td>How to Submit a Near Term Action (NTA)</td> <td>11/28/2017 9:00AM-10:00 AM Webinar</td> <td>Partnership staff will explain how to use the NTA submission tool. Partnership staff will be available for up to two hours after the webinar (10:00AM-12:00PM) to field questions from interested parties.</td> <td><i>Optional: Open to all</i> JOIN THE WEBEX</td> </tr> </tbody> </table>			NAME	DATE & LOCATION	SHORT DESCRIPTION	ATTENDANCE	Regional Priorities & NTA Solicitation Webinar	11/20/2017 10:00AM-12:00 PM Webinar	Strategic Initiative Leads introduce regional priorities and answer questions. Please review Solicitation Appendix A prior to webinar.	<i>Optional: Open to all</i> JOIN THE WEBEX	How to Submit a Near Term Action (NTA)	11/28/2017 9:00AM-10:00 AM Webinar	Partnership staff will explain how to use the NTA submission tool. Partnership staff will be available for up to two hours after the webinar (10:00AM-12:00PM) to field questions from interested parties.	<i>Optional: Open to all</i> JOIN THE WEBEX
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	<ul style="list-style-type: none"> The proposal submittal process includes mandatory preregistration, which closes on December 22, 2017. An NTA cannot be considered for inclusion in the 2018–2022 Action Agenda if it is not first preregistered. Final NTA submittals are due March 30, 2018. The PSP Vital Signs site (http://www.psp.wa.gov/vitalsigns/) does a great job of breaking down the vital 														

	sign, indicators, goals and projects associated for partners developing an NTA.		
Topic:	State of the Sound	Action Item Owner:	Suzanna
Decisions Made and Action Item(s):	• none		
Follow-up Items:	Suzanna, Lori and Keith will meet with the Board of Island County Commissioners to share the State of the Sound report. Suzanna will also present the report at the Executive Committee meeting on February 28 th .		
Notes:	•		
	2018 AA Regional NTA Evaluation Rubric Process	Action Item Owner:	Lori
Decisions Made and Action Item(s):	• none		
Follow-up Items:	• none		
Notes:	<ul style="list-style-type: none"> 2018 AA Regional NTA Evaluation Rubric Process will be utilized to score all NTAs (local and regional). Island LIO will use the socioeconomic criteria to evaluate the "Likelihood of success: human" criteria. This criterion (vetted and approved for the 2016 NTA review process) consists of the following three components: <ol style="list-style-type: none"> Level of community support for project. Produces secondary community benefits such as increased public safety, decreased risk of property damage, or improvements to physical infrastructure. Complements and/or enhances existing programs. 		

Island LIO 2018-2022 Near Term Action Development and Review Process



Criteria	Categories				
	BEST (4)	(3)	(2)	LOWEST (1)	
Alignment <ul style="list-style-type: none"> Has the owner demonstrated that the NTA will contribute to achieving the desired outcome? Has the NTA owner addressed the relevant proposal guidance? If applicable, has the NTA owner demonstrated alignment with the local context? 	Outstanding (perfectly aligned) This NTA will achieve the desired outcome(s) and will result in a meaningful, timely contribution to Puget Sound recovery. The relevant information requested in the proposal guidance is fully addressed.	Good (aligns in all but one way) This NTA will partially achieve the desired outcome(s) but does not fully address all aspects listed in the desired outcome. The relevant information requested in the proposal guidance is not fully addressed.	Acceptable w/ Revisions (adjustments needed) This NTA will not achieve the desired outcome(s) without modifications to the project design. The relevant information requested in the proposal guidance is not addressed satisfactorily.	Poor (poorly aligned) This NTA will not achieve the desired outcome(s), AND relevant information requested in the proposal guidance is not addressed.	Justification required if result is Category 2 or 1
Likelihood of success: human <ul style="list-style-type: none"> Have the NTA owner and partners provided justification that they have the right expertise to complete the NTA? Are all the necessary partners engaged for successful implementation? If applicable, did the NTA owner coordinate with relevant LIOs? 	Highly Likely (right expertise, right partners) NTA owner and partner(s) have directly applicable expertise or have successfully implemented similar projects. Partners have been appropriately engaged in the development of the NTA and are committed to the NTA's success.	Likely (ambitious, stretch of expertise/ partners, but probable success) NTA owner and partner(s) display some experience or have supported or led other similar projects. Partners have been engaged but unclear to what extent.	Difficulties Expected (wrong expertise or wrong partners) NTA owner and partner(s) have minimal applicable experience. Listed partners are adequate, but further collaboration or coordination may be desirable prior to proceeding.	Unlikely to Succeed (wrong expertise/ wrong partners) NTA owner and partner(s) have no applicable experience or have failed at similar projects. The list of partners is not appropriate for the type or scale of project proposed.	Justification required if result is Category 2 or 1
Likelihood of success: technical <ul style="list-style-type: none"> Are the performance measures appropriate to achieve the desired outcomes? Is the timeframe reasonable for the proposed actions and outputs? Is the proposed cost justified by the scale of work? 	Highly Likely (achievable goals per timeframe, right capacity, right resources) The project outline clearly defines the methodology, the resources, and schedule in a manner indicating that the objectives will be accomplished.	Likely (ambitious, but possible) The project outline indicates challenges may be encountered.	Difficulties Expected (likely lack of time, resources, or capacity) There is a question about whether the methods, timelines, and resources are adequate to accomplish objectives.	Unlikely to Succeed (stated goals are unlikely to be achieved in timeline with available resources and capacity) The detail in the project outline is not adequate to allow a determination that the objective will be accomplished.	Justification required if result is Category 2 or 1
Contributions to Recovery Ecosystem and Human <ul style="list-style-type: none"> Has the owner demonstrated ecological, economic, and social project benefits in relation to the desired outcome(s)? Is this in a key geography for the Vital Sign target? Will the NTA make an impact on the Vital Sign target? 	Outstanding (key geography, large potential ecological uplift, including prevention of loss toward recovery targets if implemented successfully) This NTA clearly articulates how it will help to make timely and substantive progress to improve Puget Sound and associated Vital Sign(s). If the NTA will not have a direct effect on a Vital Sign target, logic is presented that links the NTA to a broader recovery strategy. If applicable, the NTA will make a large contribution in a key geography.	Strong (immediate restoration or loss prevention in key geography OR large potential future ecological uplift or gains towards recovery targets) This NTA will improve Puget Sound and associated Vital Sign(s). If the NTA will not have a direct effect on a Vital Sign target, logic is loosely presented that links the NTA to a broader recovery strategy. If applicable, the NTA is not in a key geography or does not make a large contribution within a key geography.	Intermediate (immediate gains in less-critical geography OR moderate potential future gains toward recovery targets) This NTA will make some gains to improve Puget Sound and associated Vital Sign(s). If the NTA will not have a direct effect on a Vital Sign target, logic is poorly presented that links the NTA to a broader recovery strategy. If applicable, this NTA is in a less-than-critical geography.	Minor (small, limited, or diminishing gains, such as geographically inappropriate, OR gains likely to be lost within 20 years) This NTA will make minor gains to improve Puget Sound and associated Vital Sign(s). The link between this NTA and a broader recovery strategy is not clear.	Justification (reference scientific literature or report) required if result is Category 2 or 1